

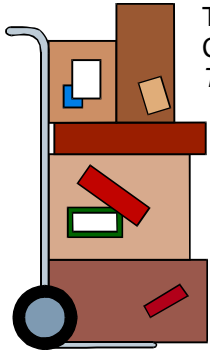
# The Pipeline

Volume 2000, Issue 9

March 3, 2000

## The Movers Are Here

By Lisa Aug, CFC - Communications



The first staff moves in the Great CFC/CHS Floor Swap begin today. *This is not a drill, but do not panic.*

From March 3 to March 20, 50 people in five offices will move. This is a preliminary step to make room to build the executive pod on the 5<sup>th</sup> floor of the CHR Building. The construction crew is set to roll in on Monday, March 20.

We have designed these moves in hopes of creating an open space that will allow us to renovate the building and relocate staff in a "domino" or "cascade" pattern. If this works as planned, we will avoid the back-and-forth multiple moves that characterized the 3<sup>rd</sup> floor relocations.

Whether we can stick with the "domino-effect" moving plan will depend on factors beyond our control, including the renovation work planned by the Finance and Administration Cabinet. Nevertheless, both cabinets will do all they can to minimize the number of moves and to ensure they do not cause problems with end-of-fiscal-year accounting.

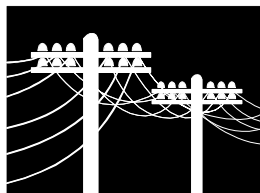
A detailed schedule of the March moves is posted in the CHR and HS buildings with Pipeline and on bulletin boards.

If you have any questions or comments about the move, please send them to [lisa.aug@mail.state.ky.us](mailto:lisa.aug@mail.state.ky.us).

## Power Outage

There will be a power outage on Sunday March 12 from 6:00 a.m. until 12:00 noon in the Frankfort CHR Complex.

Please make sure all computers, printers and other equipment are turned off when you leave your workstation prior to this scheduled outage.



## KYCARES — Seriously

By Lisa Aug, CFC - Communications

Several people have said they felt the depiction of the KYCARES Guide to Services in last week's *Pipeline* implied the guide was error-riddled. Any such implication was entirely unintentional, and we apologize to anyone offended by our attempt at humorous encouragement.

*To clarify:*

The Simplified Access Team needs your help to check and improve the Guide to Services [www.KYCARES.org](http://www.KYCARES.org). Most of you know as much or more than the Team does about providers because you work closely with them in your communities

So far, our clients and customers are using the Guide to locate appropriate providers more quickly and easily without wasting their own time on the wrong provider or wasting CFC workers' time on inappropriate referrals.

Thanks to all of you who have made suggestions and changes. The Team hopes to hear from many more of you before rolling out the improved version of the Guide this spring.

## Toll-Free Number for Seniors' Health Questions

By Janis Stewart, CHS - Communications

The Office of Aging Services has a new toll-free number for use by Kentucky seniors who have questions about health insurance. Kentucky's State Health Insurance Assistance Program (SHIP) is meeting this need at 1-877-293-SHIP (1-877-293-7447). The TTY number for hearing impaired is 1-888-642-1137.



SHIP is an insurance counseling program for seniors who are Medicare beneficiaries and for other senior health insurance consumers. SHIP provides objective information, counseling, and referral services to assist older Kentuckians with their health insurance coordination.

## CFC & CHS Communications Offices Add New Personnel

**Janis M. Stewart**, public information officer with Health Services. She was previously with the Revenue Cabinet for 11 years where she served as branch manager for public information and communications services and was the cabinet spokesperson. Janis is a Berea College graduate and earned her masters degree in security policy studies at George Washington University. Janis worked in Washington, D.C., for an energy and environmental consulting firm and the Defense Fire Protection Association, which works to improve fire safety on ships. Janis is near completion of certification by the Kentucky Certified Manager Program.

**Linda Taylor**, secretary for Health Services Office of Communications. Linda previously worked at the Cabinet for Natural Resources and Environmental Protection, Division of Waste Management where she was a receptionist and took 500 to 700 calls a day. Linda has a total of 18 years experience in state government, including time with the state Personnel Cabinet, Kentucky State Police, and Economic Development Cabinet. Linda has completed two courses at the National Business College in Lexington.

**Anya Armes Weber**, public information officer for the Cabinet for Families and Children. Anya held the same position at the Department for Environmental Protection's Division of Waste Management for two and a half years. Anya is a Lexington native and a graduate of Western Kentucky University, where she majored in journalism and English. She worked as a copy editor in West Virginia and at the Owensboro Messenger-Inquirer before joining state government.

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## New Policy on Announcements

*By Barbara Hadley Smith, CHS Communications*

You may have noticed that the Communications Office is no longer making weekly announcements over the loudspeaker on Tuesday mornings. Those have been discontinued.

The loudspeaker is now reserved for emergency announcements or notification about building and technology situations. For some announcements we will rely upon E-mail.

To let employees know about retirement receptions, sales in the lobby, lost-and-found items, special events or other such issues, please use the weekly newsletter, *Pipeline*. To have your information included, please submit it to the Communications staff by 4 P.M. on Wednesday, for publication Friday.

## Accreditation Is



*Difficult to achieve and harder to maintain, but worth the effort.*

The Council on Accreditation's first peer review team arrives at CFC in less than six weeks. Again, although not all Cabinet programs are seeking formal accreditation, the peer review teams will "grade" the entire Cabinet. Here are some ways you can help prepare yourself and your office to favorably impress the peer review teams.

Become familiar with the standards of practice that affect you.

Begin practicing those standards you are not currently meeting.

Keep reviewing how well you meet those standards every day.

Speak honestly with peer reviewers - both in-state and out-of-state - who visit your offices.

Stay in touch with those in your office most closely involved with preparing for accreditation and keep them informed about standards of practice.

Be patient with yourself and the agency as you strive to meet best-practice standards.



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## Notes and Activities

- To volunteer with the **Special Friends** program and be a mentor to a child, contact Ronnie Dunn of CFC's Employee Services at 502-564-7770, ext. 3566.
- The **Fibromyalgia Support Group** meets the third Thursday of each month at 7 p.m. at Highland Christian Church, Versailles Road, in Frankfort. Anyone who is interested is invited to attend. For more information, call Linda Burke of Health Services at 564-7213.
- The **aerobics program** meets every Tuesday and Thursday at 5 p.m. in the cafeteria. If you have questions call **Beth Bates** at 564-4150.

**Pipeline**, a weekly newsletter for employees of the Cabinets for Families and Children and Health Services, welcomes reader comments and contributions. Items for Pipeline are due by 4:30 p.m. Tuesday Call (502) 564-6786 or send information to Patricia Boler at [Patricia.Boler@mail.state.ky.us](mailto:Patricia.Boler@mail.state.ky.us)